



New Mexico Public Education Commission (PEC)

Governing Body Member Change Notification Instructions

Purpose:

To notify the Public Education Commission (PEC) of a change in a member of the school's governing body.

Submission Deadline:

Changes to the governing body do not require prior approval of the PEC; however, notice must be received within 30 calendar days of the change.

Notifications completed 14 days prior to the next PEC meeting will be placed on the next agenda. Notifications of this type are typically placed on the consent agenda; however, any notification may be removed from the consent agenda and moved to the regular agenda for full discussion and possible action by the PEC.

Meeting minutes of the governing board of the school and the PEC will serve as an amendment to, or compliance with, the charter contract regarding this membership change. The documentation will be added to the board of finance documentation on file with CSD.

Information provided by the School:

X Fully completed form

Approved board minutes or certification of the vote taken by the board accepting the new member

X Resignation Letter or board meeting minutes removing the previous member

Statement of Governing Body Member to Consult with PED

Affidavit of Governing Body Member

Assurances of Governing Body Member

Contact charter.schools@ped.nm.gov if you have questions about completing or submitting documents.



New Mexico Public Education Commission (PEC)

Governing Body Change Notification Request FORM

Submit this form and all supporting documents to charter.schools@ped.nm.gov

The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and Southwest Secondary Learning Center, hereafter "the School," effective on 7/1/2019

Current Governing Body Officers:

Chair/President: Deborah Burns

Vice Chair/Vice President: Michael Hamel

Secretary: Debra Jensen

Current Governing Body members (non-officers): Eileen Johnson, Shannon Carpenter

New Governing Body member(s) and position(s), please include contact information such as phone number(s) and email(s): N/A resignation.

Number of personnel changes and governing body changes submitted to PEC in the last 12 months: 2, Tammie Gerrard 05/30/22 and Dr. Larry Stotts 3/22/23.

The School's Governing Body notification is hereby submitted by:

Christine B. Lutz 3/23/2023

Charter School Representative Date

School Amendment Approval (electronic signature governing board chair):

Deborah J. Burns 3/23/2023

Governing Board Chair/President Date

_____ **For PEC/CSD use only** _____

PEC Meeting Date: Click or tap to enter a date.

Agenda:

Regular

Consent

Notification Number: Click or tap here to enter text.

Number of personnel changes in last 12 months: Click or tap here to enter text.

The Governing Body Notification was:

Approved

Denied (see transcript)

Electronic signature of PEC Chair:

PEC Chair

Click to enter signature

Date

Click or tap to enter a date.

From: [Larry Stotts](#)
To: [Deborah Burns](#)
Subject: Legal Guidance provided by Susan Fox
Date: Wednesday, March 22, 2023 5:56:28 PM

Deborah, I received the legal guidance which you arranged for from Susan Fox this afternoon. Based on her legal guidance and in accordance with the SSLC Governing Council By Laws, Article 7 section 12, I am submitting my resignation from the SSLC Governing Council effective today 3/22/2023.